



PICNIC RENTALS

LOCATIONS

The following picnic areas may be reserved from 9:00 a.m. to half-hour after sunset.

PARK	ADDRESS	# OF RENTAL TABLES	FIRST-COME, FIRST-SERVED
Franklin	1432 San Antonio Ave.	2	Yes
Godfrey	281 Beach Rd.	3	No
Krusi	900 Mound St.	6 2 areas (4/2)	Yes
Leydecker	3225 Mecartney Rd.	3	Yes
Lincoln	1450 High St.	13 4 areas (5/3/3/2)	No
Littlejohn	1401 Pacific Ave.	8 3 areas (4/2/2)	No
Marina Cove	1591 Clement St.	Open space only	Yes
Shoreline Park	Aughinbaugh/Seaview Ferry Terminal/Adelphian Way	3 3	Yes
Tillman	220 Aughinbaugh	8 3 areas (3/3/2)	No
Washington	740 Central Ave.	10 Upper 4 Lower 2 areas (2/2)	Yes Yes

Please note:

- There are some picnic areas in our parks that remain first-come, first-served. Outside vendors are **not** allowed at first-come, first-served picnic areas.
- Charcoal barbecue grills available for use at the picnics sites. Please leave charcoal in the public BBQ and it will be disposed properly.

RESERVATIONS:

- **All requests** to be made in person, by fax, or by emailing ARPD, during regular business hours at a **minimum of 7 days in advance** and a maximum of 6 months prior to your event. **Contact ARPD for availability** at above information.
- **Three-hour minimum** is required and permits are issued to adults 21 years and over. You must include set-up and clean-up times in the total number of hours of the permit.
- **Decorations must be removed at the end of the permit time.**
- **Proof of residency is required.** This can be a utility bill.
- **Proof of Non-Profit is required. Please provide a copy of form 501(c)(3).**
- **Holiday Weekend Rentals are available** on some holiday weekends with an additional 15% per hour charge. Please call for availability.

PERMITS:

- Facility Use Permit is available online at: www.alamedaca.gov/recreation. Submit with payment and proof of residency if applicable. **No changes** allowed to permit after 7 days prior to event. Once received, we will issue you a permit number and mail it to you at the address you provide to us.
- **No on-going permits issued** for a regular week-to-week or month-to-month basis.
- **Reservation signs are posted and permits checked.** Your space is only guaranteed for the paid times listed on your permit.
- **Large special events require a Special Use Permit.** These include large organized events, such as a 5k Run, that impact a public right-of-way outside of the park. This may be obtained from the Community Development Dept., located at City Hall, 1st Floor. (510) 747- 6800. Please book your event with ARPD and the Special Use Permit is then required before the reservation is final.

VENDORS:

The use of any outside vendors (inflatable jumpers, caterer, clowns, etc. by any rental groups must be approved by ARPD prior to date of use, and may include additional fees. Additional insurance requirements must be met seven (7) working days prior to date of event.

List of City of Alameda approved Inflatable Companies:

- Astro Events, www.astrojump.com, 510-351-1090
- Bay Area Jump, www.bayareajump.com, 800-514-5867
- Bay-to-Bay Jumpers, www.baytobayjumpers.com, 510-368-5264
- Comic Jumpers, www.comicjumps.com. 650.444.9806
- Jump, Jump & Away, www.jjumpaway.com. 707.373.9432

No personal inflatable devices are allowed.

FEES:

- All fees must be paid in full at the time the reservation is issued. Cash, personal check (payable to ARPD), VISA, MasterCard or Discover, cashier's check and money order are accepted. No partial payments accepted.
- Administration fee of \$15 is required for any changes to permit 7 days prior to event.
- No changes allowed after Tuesday night prior to reservation.
- Cancellations less than 7 days in advance forfeit all fees. More than 7 days in advance a \$15 administration fee will be charged.

PICNIC AREA FEES – Minimum 3 hours

	Small (1-2 Tables)	Medium (3-4 Tables)	Large (5+Tables)
Residents	\$30/Hour	\$50/Hour	\$80/Hour
Non-Residents	\$40/Hour	\$65/Hour	\$100/Hour
Holiday Rental (If Available)	Add 15%/Hour		
Inflatable Jumper	\$25/Jumper/Rental		
Open Space or Field Use Fee	\$40/hour		
Additional clean up fee required for large groups of more than 150 people.	\$50 an Hour for Private Groups \$150 a Day for Non-profit Organizations		

THE FOLLOWING ARE NOT ALLOWED IN CITY OF ALAMEDA PICNIC OR PARK AREAS:

- NO Alcoholic Beverages
- NO Smoking in parks or within 20 feet of entrance or windows of buildings. (Ordinance #3038).
- NO Outside Barbeques. There are charcoal barbecue grills available for use at the picnics sites. Please leave charcoal in the public BBQ and it will be disposed properly.
- NO Amplified Music, P.A. Systems or Use of Air Horns.
- NO nails, tacks, staples, electrical tape or other marring materials are to be used on any City property.

OTHER PARK RENTALS:

For field use, or tennis court rentals, please contact Dennis McDaniel at 510-747-7586.
For Bocce Ball Court or Recreation Centers contact ARPD office at 510-747-7529.